



Master Hunter Permit Program **Testing Policy**

Purpose & Scope

The Washington Department of Fish and Wildlife (WDFW) established the Master Hunter Permit Program (MHPP) to effectively manage wildlife in instances when a higher proficiency and demonstrated skill level are needed for resource protection or public safety.

The purpose of this policy is to establish written examination requirements and procedures for any individual who participates in an MHPP examination (hereafter referred to as 'Test Candidate'). Additionally, these policies and procedures will ensure all Master Hunter examinations are administered in a uniform and consistent manner.

Test Candidates who fail to abide by this policy or any procedures herein may be removed from the examination process and/or suspended or barred from the MHPP.

Policy

Test Candidate Requirements

- 1. The Test Candidate is responsible for obtaining the date and location of any upcoming examinations, and registering for the examination prior to the date of the exam. A Test Candidate who fails to properly register for the exam may be denied the opportunity to be tested at that time.*
- 2. Test Candidates are not allowed to bring other individuals into the testing room during the examination. Only Test Candidates and Test Proctors are allowed in the testing room during the examination.*
- 3. A Test Candidate who arrives late to the examination location may be denied the opportunity to be tested at that time.*
- 4. Test Candidates shall provide the following personal identification and contact information at the time of the examination:*
 - Valid photo I.D. or Washington State drivers license*
 - Valid mailing address (for notifying the Test Candidate of his/her examination score)*

- *WILD ID number*

A Test Candidate who is unable or unwilling to provide this required information will not be allowed to take the examination.

5. *Test Candidates shall not bring the following prohibited items into the testing location:*

- *electronic devices of any kind (includes cellular phones and cameras)*
- *any written or printed materials*

Test Candidates found with any of these prohibited items while taking the examination may be asked to leave the premises before completing the examination, and may lose any further opportunity to be tested.

6. *Test Candidates are not allowed to take notes during the examination. If a Test Candidate is found taking notes during the examination, he/or she will be considered cheating.*

7. *Test Candidates found cheating will immediately be asked to leave the premises (without their examination materials), and will be barred from the MHPP for life.*

8. *Under no circumstances are Test Candidates allowed to remove their examination materials from the premises. All examination materials will be collected by the Test Proctor at the end of the examination.*

Procedures

MHPP Entry Examination

1. *Test Candidates shall follow all test instructions. Failure to follow the test instructions may result in a non-passing score. Test instructions include, but are not limited to, the following:*

- *Use a #2 pencil to complete the exam.*
- *Select your answer by marking an "X" within the brackets.*
- *Thoroughly erase all mistakes.*
- *Do not mark the test. You may only mark the answer sheet.*

2. *Test Candidates are allowed 70 minutes to complete the examination. The Test Proctor will notify Test Candidates when the examination has ended, and will immediately collect all test materials. Any unanswered questions will be scored as incorrect.*

3. *Examination results will be sent to Test Candidates in the mail. Test Candidates must score a minimum of 80 percent for a passing score. A Test Candidate who does not receive a passing score is required to wait 30 days before retesting.*

4. *Test Candidates are allowed one retest. A Test Candidate who fails the retest will not be allowed admission into the MHPP for that enrollment period; however, the Test Candidate may reapply during the next open enrollment period.*